

Arlington Cultural Council Meeting Minutes
Monday, December 8, 2014, 7:30 pm
Senior Center, 2nd floor Art Room, Arlington, MA

Present: Eliza, Maggie, Joe, Scott, Suzi, Jeff and Renee

Absent: Wendy, Elisabeth and Frank (leave of absence)

Visitor: Jeff Timperi

A quorum being present, **Eliza called the meeting to order at 7:50pm.**

Item 1. Introductions of new members and guest

Item 2. Approval of November Meeting minutes. APPROVED.

Item 3. Requests for Payment/Report on Outstanding Grants

2014-01 - Stop Requested –performance is scheduled for December 16.

2014-09 - EulipiaJazz –the ensemble’s final performance is scheduled for January 22, 2015; Scott submitted a written request for extension which was approved by unanimous consent.

2014-10 -TEDX – a letter of withdrawal should be submitted

2014-15 - True Stories Theater – RFP received.

2014-19 - Arlington Writes - not yet due, publication is scheduled for December 10.

Item 4. GRANT DELIBERATIONS DEBRIEF

- Council members agreed that it was helpful to come up with questions for the MCC BEFORE the deliberations so we would have answers to our questions at deliberations. This helped streamline the deliberations process.
- There was agreement to change the review order next year (poll to determine “yes” first).
- Jeff B raised a concern that the planned 2014 paperless rollout did not involve LCC involvement (beta testing, user acceptance testing, etc.). Jeff was asked to send a message to our MCC liaison asking if ACC can be of service by being involved in testing, offering suggestions for improvement, acceptance trials and training.

Item 5. Final Voting on 2015 Grant Allocations

The Council voted and approved a total of 19 grants being funded for a total of \$12,500 (on the condition that no appeals are received by December 15, the final date for reconsideration).

A copy of the 19 approved grantees’ names, project titles and award amounts will be a part of the January 2015 minutes.

Item 6. Grant Cycle Correspondence

Rejection letters were emailed November 26 and hard copies posted December 1. Denied applicants have two weeks (December 15) to file an appeal. If none are received we can announce the awards.

- Co-chairs to complete the Annual Report for the MCC. CC to review and approve.
- After receipt of MCC approval, corresponding secretary will (email and snail mail)* awards letters to recipients.
- Eliza suggested some applicants may benefit from “hand holding.” Assignments were made: Eliza->Marc Gurton and ACAC.

Item 7. PUBLICITY

- Eliza explained that in the past we have publicized the grant awards via our wordpress website and an article in the Arlington Advocate.
- Jeff B offered, and Scott concurred, to be “on the same page” publicity starts with a press release.
- Jeff reminded all that Elisabeth is responsible for publicity.
- As she is recovering from surgery, Jeff offered to extract and distribute by next meeting the award winners’ “project statements” for inclusion in publicity

Item 8. New Business.**APRIL GRANT RECEPTION PLANNING**

“Point” person needed.

Tentative dates to coincide with Board of Selectmen meetings – Monday, April 13 or 27.

Location: Town Hall, selectmen’s hearing room.

Action: Eliza to reserve room.

ANNUAL REPORTS

ACC annual report to MCC due 1/15/15. Action: co-chairs.

ACC annual report to town meeting due January (date not certain). Action: co-chairs.

LOCATION OF FUTURE MEETINGS

Consensus is having the same room each month. Eliza will try to secure the senior ctr art room

TABLED ISSUES / TOPICS IDENTIFIED FOR JANUARY AGENDA

Organization: Liaison to ACAC (suggested by Jeff in July).

Organization: Frank’s return date from leave of absence.

Organization: New member recruitment.

Organization: Officer elections.

Project: Municipal funding (Suggested by Jeff in September).

Project: 3-year community needs survey (conduct jointly with ACAC?).

Administrative: Secure a meeting space for the next several months – recording secretary.

Administrative: Review draft of ACC annual report to Town Meeting.

Administrative: Identify “point person” for 4/14 ACC Grant Reception.

Administrative: Review and recommend fix to responsible parties perceived error in Town Bylaws with respect to ACAC (identified by Jeff 12/8/14).

UPCOMING EVENTS

December 10, 2014 – “Arlington Writes” will be published.

December 16, 2014 – “Stop Requested” performance at Arlington High School.

January 12, 2015 – ACC monthly meeting, location TBD (Senior Center art room?).

January 15, 2015 - ACC annual report to MCC due.

January 2015 - ACC annual report to Town Meeting due.

January 22, 2015 – EulipiaJazz performance “Cool Vibes to Warm the Soul” at Arl Center for the Arts.

April 13 or 27, 2015 – ACC Grant Awards Reception at Town Hall

Notes taken by and draft minutes prepared by Jeff Boudreau.

Submitted 12/9/14.